

ADMINISTRATIVE RULES

CHAPTER 8: CAPITAL ASSETS

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CHAPTER 8: CAPITAL ASSETS*⁽¹⁾

Sec. 8.1 DEFINITION.

"Capital assets are major assets that benefit more than a single fiscal period. Typical examples are land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and various intangible assets. Capital assets should be reported at their historical cost."

Source: Government Accounting, Auditing, and Financial Reporting (also known as the "Blue Book") page 220.

Sec. 8.2 INVENTORY. It shall be the responsibility of the County Auditor-Controller to maintain a current inventory of all equipment and that the Director of Public Works shall maintain an inventory of all County-owned vehicles. (Reference: Placer County Code, Section 2.600.)

Sec. 8.3 VEHICLE PURCHASES. All vehicles purchased or leased by Placer County shall be the most fuel-efficient vehicles available. For general County use, this usually would mean sub-compact automobiles and pickup trucks. In such cases, all purchases shall be of vehicles within the top ten percent mileage ratings, as determined by the U.S. Environmental Protection Agency. (Reference: Resolution 81-101; 3-3-81.)

- (a) This requirement shall not totally preclude consideration of other factors in vehicle selection, such as reliability, needed carrying capacity, or other special circumstances. However, any such exception to the general policy shall be approved by the County Executive Officer, and such vehicle also should be selected from within the top ten percent of its particular E.P.A. rated group.
- (b) Variances from approved engine sizes as outlined above, along with the vehicle size variances, shall be approved by the County Executive Officer.
- (c) The following shall be the fuel economy guidelines for Placer County through 1985:

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<u>YEAR</u>	<u>NEW PURCHASES MINIMUM STANDARD</u>	<u>FLEET AVERAGE</u>
1980	17 MPG	12 MPG
1981	19	13
1982	21	14
1983	23	15
1984	25	16
1985	26	17

Sec. 8.4 POLICIES AND PROCEDURES. Please refer to the County's
\Auditor\Policies and Procedures Guide for Capital Assets.doc for
additional and more comprehensive accounting guidance.

*Resolution 80-148, 8-26-80 was adopting resolution.

⁽¹⁾Resolution 2002-150 dated June 25, 2002, adds section 8.4.